



LOWELL PUBLIC SCHOOLS
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TO: Joel Boyd, Ed. D., Superintendent of Schools
FROM: Billie Jo Turner, Chief Financial Officer
DATE: January 15, 2021
RE: Budget Transfer

Motion to transfer the budget in the amount of \$250,000 per the attached sheet labeled "Budget Transfer Form".

In 2018, a DESE review highlighted noncompliance in communications with special education students and families. These additional supports will help ensure we are and remain compliant with IEP meetings, testing for initial meetings/re-evaluations/screenings and translating IEP documents.

"As a result of the 2018 Coordinated Program Review, Lowell Public Schools (LPS) was notified that LPS was partially implementing state requirements for special education 603 CMR 28.07 (8), communications with parents and students (see description below). LPS is committed to fully implementing this requirement by increasing the budget line for translation services to ensure all special education meetings and documentation are accessible to all families.

CMR 28.07 (8) Communications with parents and students. Each district shall ensure that all communications and meetings with parents and students pursuant to 603 CMR 28.00 meet the following standards:

- (a) Communications shall be in simple and commonly understood words.
- (b) Communications shall be in both English and the primary language of the home, if such primary language is other than English. Any interpreter used to implement this provision shall be fluent in the primary language of the home.
- (c) Where the parents or the student are unable to read in any language or are blind or deaf, communications shall be made orally in English or with the use of a foreign language interpreter, in Braille, in sign language, via TDD, or in writing, whichever is appropriate."

The total estimate for the amended PO would be \$165,000 to cover special education translations.

Additionally, due to the pandemic, there has been a drastic increase in the need for translation and interpreting services, not directly related to special education, across the district.

The remainder of the transfer will be utilized to support this need.

As a result of the hiring freeze, we have a projected savings in employee health insurance, which allows us to utilize those dollars for other needs.

Requestor: Jaclyn Kelleher-Roy

Date: 1/15/2021

[illegible]

250,000.00

***Include Fund, Org, and Object if this is a budget transfer

Due to the pandemic, there has been a drastic increase in the need for translation/interpreting services across the district. In addition, a DESE review a few years ago highlighted the noncompliance in translations on student IEP's for families. These additional supports will help ensure we are and remain compliant.

Department Head Approval:

CFO Approval: